



# Claim Form: 2025 Wellhead Upgrades Rebate

Applicants who are pre-approved for the Wellhead Upgrades Rebate Program must complete this form and submit supporting documents in order to receive funds. The completed Claim Form and documentation must be submitted within 90 days of pre-approval notification. A complete list of eligibility and program requirements is available online at [www.RDNrebates.ca](http://www.RDNrebates.ca) and on the Wellhead Upgrades Rebate Information sheet.

1. PROPERTY OWNER(S):			
Full Name			Pre-Approval (office use) <b>WU25</b> __ __
Phone Number (main)	Phone Number (alternate)	E-mail Address	
RDN Property Address		City / Town	Postal Code
Mailing Address (if different than above)		City / Town	Postal Code
2. INSTALLATION INFORMATION:			
Name of Qualified Well Professional that Completed Upgrade(s)		Qualified Person's Valid ID #	Company Phone Number
Total Installation Cost (incl. taxes)	Well Tag # (from well record)	Well Plate # (from well casing)	Date of Upgrade(s)
3. REBATE CLAIM:			Office Use:
I am including a <b>detailed invoice, proof of payment, and supporting documentation/photos</b> for:			Cost, incl. tax:      Rebate Amount:
<input type="checkbox"/> Secure well cap – up to \$50 for drilled wells; up to \$150 for dug wells			\$ _____ \$ _____
<input type="checkbox"/> Well casing stick-up extension – up to \$200			\$ _____ \$ _____
<input type="checkbox"/> Underground surface seal – up to \$300			\$ _____ \$ _____
<input type="checkbox"/> Closure of an unused well (can't be combined with any other upgrade) – up to \$500			\$ _____ \$ _____
<input type="checkbox"/> Optional – I attended/am registered for a Team WaterSmart WellSmart workshop			
TOTAL EXPENSES APPLIED TO REBATE (office use):			\$ _____
TOTAL REBATE AWARDED (office use):			\$ _____
4. CHECKLIST:			
<input type="checkbox"/> Receipt(s) and/or invoice(s) marked PAID, including DATE and ITEMIZED purchase details.			
<input type="checkbox"/> Photo(s) of the wellhead upgrade(s) at the address indicated, clearly showing it is the same well in "before" photos.			
<input type="checkbox"/> I declare that all wellhead upgrades completed are in accordance with the Province of BC's current Best Practices.			

By signing below, I declare that I have read the requirements of the RDN Wellhead Upgrades Rebate Program provided on [www.RDNrebates.ca](http://www.RDNrebates.ca) and/or on the 2025 Wellhead Upgrades Rebate Information sheet and I understand that the RDN is not responsible for the installation, performance, or maintenance of any well alterations related to this rebate program.

Signature of Property Owner(s)	Date Signed (dd/mm/yy)
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**DRINKING WATER  
WATERSHED  
PROTECTION**

**Submit application and claim forms to:**

Drinking Water & Watershed Protection, Regional District of Nanaimo  
6300 Hammond Bay Road, Nanaimo, BC, V9T 6N2  
Fax: 250-390-1542      Email: [watersmart@rdn.bc.ca](mailto:watersmart@rdn.bc.ca)